

**Brentwood Planning Board  
Minutes –August 21, 2014**

Members Present:     Bruce Stevens, Chairman     Kevin Johnston  
                             Rob Wofchuck                             Mark Kennedy  
                             Glenn Greenwood, Circuit Rider Planner

Also present: Nick Cricenti of SFC Engineering

**7:00 open**

**Minutes – Mail – Board Business**

Stevens opened the meeting at 7:00 pm.

Motion made by Johnston, 2<sup>nd</sup> by Kennedy to give St. Hilaire voting rights: all were in favor.

The manifest was signed.

Greenwood told members that he met with John Gezzer of Diversified Pump and Compressor, who will be purchasing 24 Commercial Drive (tax map 208.009) the current location of Harry's Fuel and a day care facility. He said the company assembles, warehouses and ship industrial pumps, has plenty of parking , 9 employees and the hours of operation will be 8:00 to 4:30 pm. Greenwood feels that this is not a change of use at the site, saying that Harry's Fuel used the facility as an administrative and warehousing facility. He went on to say that the fuel storage tanks on site will be removed. They were never used.

Motion made by Wofchuck, 2<sup>nd</sup> by Kennedy authorizing Greenwood to write to Gezzer that this does not constitute a change of use, and that no site plan review is required. All were in favor.

The Board is in receipt of a letter from the residents of Spruce Ridge Drive that expressed concerns over the entrance of their roadway from Pickpocket Rd. They say the entrance covers with sand from Pickpocket in a heavy rain event, and the same with melting snow. In the letter they also ask for a 20 mph sign and a "Children at Play" sign. St. Hilaire said that the town engineer has already contacted the developer regarding the entrance, and the request for the two signs was given to the town administrator.

**New Hearing: Amendment to a previously approved site plan: Hayward Realty Investment, LLC – tax map 217.026**

The applicant has requested a continuance to September 4<sup>th</sup>.

Motion made by Wofchuck, 2<sup>nd</sup> by Kennedy to continue this hearing to September 4<sup>th</sup> at 7:00 pm: all were in favor.

Motion made by Johnston, 2<sup>nd</sup> by Kennedy to approve the minutes of August 7<sup>th</sup> and the site walk minutes of August 12. The motion carried with Johnston abstaining from the vote for the August 7 minutes, as he was not present.

Wofchuck would like the Board to receive the initial comment letters from the PB consultants that pertain to new applications received, at least one week prior to the initial hearing. St.

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Hilaire will ask those consultants to send their comments at least a week prior to the first hearing, to allow members time to review.

Wofchuck would like to also members to receive, via a PDF file, a copy of the initial plan set. This would allow members time to review prior to the hearing. St. Hilaire will ask for that as part of the submittal of the application.

Members reviewed the RFP for engineering services, and Greenwood will edit as necessary. The request will be posted in the Union Leader on September 7<sup>th</sup> and 14<sup>th</sup>, with a deadline for receipt of October 15<sup>th</sup> at 4:00 pm. These will be opened at 7:00 pm at the October 16 Planning Board meeting.

Wofchuck suggested several items for the PB to discuss at future meetings. Greenwood will contact Laurel Bistany of the REDC to come to a meeting to explain the Economic Revitalization Zone. St. Hilaire will e mail the ERZ zoning requirements to members to review.

St. Hilaire will e-mail the current site plan and subdivision regulations (that include the newly adopted fire protection section) to members to review for discussion on updating. The Board will use a meeting date for a work session to go over these and also meet with Bistany.

Members discussed the Master Plan, which goes back to 1980. The Master Plan and its updates are not compiled into one “book”. Wofchuck offered to scan, to be able to create one Master Plan.

Motion made by Wofchuck, 2<sup>nd</sup> by Kennedy to adjourn at 8:30: all were in favor.

Respectfully Submitted,

Kathy St. Hilaire,  
Administrative Assistant  
Brentwood Planning Board